

HARVARD UNIVERSITY

GRADUATE SCHOOL OF BUSINESS ADMINISTRATION

GEORGE F. BAKER FOUNDATION

JOSEPH J. O'DONNELL

Administrative Director

Program for Management Development

SOLDIERS FIELD

BOSTON, MASSACHUSETTS 02163

TELEPHONES: (617) 495-6487
495-6486

April 18, 1975

25X1A

Personnel Officer, Chief
Central Intelligence Agency
Washington, DC 20505

Dear [REDACTED]: 25X1A

I am pleased to inform you that you have been admitted to the Thirtieth Session of the Program for Management Development. We look forward to your active participation in PMD and are hopeful that you will find it to be a rewarding educational experience.

The success of the program for you and the entire class depends upon the day-to-day contribution of each person from his or her own knowledge and functional experience to the discussion groups and class meetings. Each class activity and event has been planned to utilize the background brought to this session by you and each participant. Your sponsor has been requested to be certain that you will be free from all job responsibility during the program so that you can take part fully in each day's schedule, Monday through Saturday.

The dates for the program are September 14 through December 17. Specific details of arrival, room assignment, and bill for the program will be mailed to you in mid-August. The fee for the 1975 Fall Session which includes tuition, room and board will be \$6,000, payable to Harvard University.

Please advise us of your acceptance of the place offered to you in the Fall 1975 Session by completing the enclosed card and mailing it to us no later than May 9. If you have not already done so, we would appreciate your sending to us two 2 1/2" x 2 1/2" black and white head and shoulder photographs.

The enclosed Memorandum of Information should be helpful to you at this time but please feel free to write or call me if you have other questions or problems related to your attending PMD.

I look forward to your arrival on September 14.

Sincerely,


Joseph J. O'Donnell